

**HUMANITARIAN PROJECT DESIGN FORM**

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| --- | --- | --- | --- | --- | --- | --- |
| **Date of the proposal** |  | | | | | |
| **Prepared by/ Key Contact:** | *(please provide the name of the lead author at CBM CO/RH)* | | | | | |
| **Project title:** |  | | | | | |
|  |  |  | |  | |  |
| **CBM-Region:** |  |  | **Country:** | |  | |

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| --- | --- |
| **Partner/s Name/s** |  |
| **Project start /end dates:** | *[xxxx/xx/xxx – xxxx/xx/xx]* |
| **Project Number (if available):** |  |

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| --- | --- | --- |
| **Estimated no. of beneficiaries (incl. people with disabilities)** | *(disaggregated per age/sex/disability)* | |
|  |  | |
| **Total Project Budget in EUR and Local Currency:** | EUR | Local Currency |
|  |  |

# Summary (max 1/2p)[[1]](#footnote-2)

*Guideline: Please summarized the essentials of the Sitrep, focus on the humanitarian situation in country/area and gaps around inclusion of people with disabilities in general and projects of other humanitarian actors.*

# Background and Rationale of operation set-up

**2.1 What is the project area (geographical scope)? Please provide a map (e.g. OCHA, GoogleMaps) of the area the activities will take place.**

**2.2 What is the specific need/ gap the project will address?**

**2.3 What are the interventions of other actors in the respective sector? (e.g. information around cluster coordination and Joint Response Plan and/or Government responses)**

**2.4 Can the partner/s bring in funds from existing CBM projects (IEH; CBID; IHA) e.g., through savings or crisis modifier activation?**

# Proposed Response

## **3.1. humanitarian sector of the response (which cluster/s)**

## **3.2 experience of the partner/s working in inclusive humanitarian action?**

## **3.3 Source of information used for needs assessment (rapid needs assessment; date; organisation responsible, findings of assessments, secondary data)**

**3.4 What are the selection criteria for the project beneficiaries?**

# Logic of intervention & Activity Schedule

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|  | | **Activity Schedule** | | | | | | | | | |
| ***M1 /Q1*** | ***M2 /Q2*** | ***M3 /Q3*** | ***M4 /Q4*** | ***M5 /Q5*** | ***M6 /Q6*** | ***M7 /Q7*** | ***M8 /Q8*** | ***M9 /Q9*** | ***M10 /Q10*** |
| **Overall Objective: *(if applicable)*** |  | *IHA Standard Indicator IND8000* | | | | | | | | | |
| **Specific Objective/ Outcome:** |  |
| **Result 1** |  | *Add CBM (IHA) Standard Indicators for Result 1:* | | | | | | | | | |
| Activity 1.1 |  | *X* | *X* | *X* | *X* |  |  |  |  |  |  |
| Activity 1.2 |  |  |  | *X* | *X* |  |  |  |  |  |  |
| Activity 1.3 |  |  |  |  | *X* | *X* | *X* |  |  |  |  |
| Activity 1.4 |  |  |  |  |  |  |  |  |  |  |  |
| Activity 1.5 |  |  |  |  |  |  |  |  |  |  |  |
| *…add more lines if needed* |  |  |  |  |  |  |  |  |  |  |  |
| **Result 2** |  | *Add CBM (IHA) Standard Indicators for Result 2:* | | | | | | | | | |
| Activity 2.1 |  |  |  |  |  |  |  |  |  |  |  |
| Activity 2.2 |  |  |  |  |  |  |  |  |  |  |  |
| Activity 2.3 |  |  |  |  |  |  |  |  |  |  |  |
| Activity 2.4 |  |  |  |  |  |  |  |  |  |  |  |
| Activity 2.5 |  |  |  |  |  |  |  |  |  |  |  |
| *…add more lines if needed* |  |  |  |  |  |  |  |  |  |  |  |
| **Result 3** |  | *Add CBM (IHA) Standard Indicators for Result 3:* | | | | | | | | | |
| Activity 3.1 |  |  |  |  |  |  |  |  |  |  |  |
| Activity 3.2 |  |  |  |  |  |  |  |  |  |  |  |
| Activity 3.3 |  |  |  |  |  |  |  |  |  |  |  |
| Activity 3.4 |  |  |  |  |  |  |  |  |  |  |  |
| Activity 3.5 |  |  |  |  |  |  |  |  |  |  |  |
| *…add more lines if needed* |  |  |  |  |  |  |  |  |  |  |  |

## **4.1 What is the disability inclusion strategy and which role play people with disabilities in the implementation of the response?**

**4.2 Monitoring, Evaluation, Accountability and Learning Strategy (budget and activities).**

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| **Is one of the following M&E activities planned and budgeted for?** | **YES** | **NO** |
| Real Time Review (RTR/RTE) |  |  |
| Post Distribution Monitoring (PDM) |  |  |
| Inclusive Feedback and Response Mechanisms (iFRM) |  |  |
| Lessons Learned Workshop (upon project closure) |  |  |

## **4.3 What is the planned staff setup for the response (incl. volunteers)?**

## **4.4 What technical support is needed from CBM to implement the project?**

# Coordination and Coverage

**5.1 In which coordination forums? (clusters) will CBM and partners get involved?**

**5.2 Will there be synergies/ collaboration with other humanitarian actors (e.g., sharing of data, referral systems etc.)?**

**5.3 Which other humanitarian actors are responding to the humanitarian crisis in the same communities (and how will duplication of efforts be avoided)?**

**5.4 Will there be unmet needs that are not covered by the CBM/ partner’s response? If so: Which actor might be able to cover those unmet needs?**

# Security and Safeguarding Situation and Strategy

# Do No Harm Analysis (unintended negative outcomes of the project)

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| **Potential unintended negative outcomes** | **Early Detection** | **Mitigation Strategy** |
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# Exit and Transition Strategy/ Is the proposed project linked to the long-term strategy of the partner and/or long-term CBID or IEH projects funded by CBM?

# Communication Strategy (Photos, HIS etc.)

# Annexes:

* Budget
* Risk Register
* PPA

1. Please try to avoid duplication of information and cross-refer to other sections if needed. [↑](#footnote-ref-2)